

INFORMATION TECHNOLOGY COMMITTEE

November 15, 2011

9:00am

Conference Room 202

Present: Chairman Ron Niemann, Bob Boyle, Marie Wamsley, Kim Winslow, Richard Johnson, Becky Taylor, John Hastie, Aaron Wolfe

(1) **Call to Order:** The meeting was called to order at 9:00pm by Chairman Niemann

(2) **Proof of Posting:** Ron asked if the meeting was properly posted, and Kim advised that the agenda was posted by the County Clerk's office in the Courthouse, Hospital, Darlington Municipal Building, and the County's website.

(3) **Action on Agenda:** Motion by Boyle, second by Winslow to change the order of the posted agenda, to discuss agenda item #7 – D & P on IT On-Call/Backup Position, and then return to the normal order of the agenda. Voice vote, motion carried.

(4) **Action on Minutes:** Motion by Boyle, second by Wamsley, to approve the minutes from the October 17, 2011 meeting as presented. Voice vote, motion carried.

(7) **IT On-Call/Backup Position:** Aaron Wolfe attended the meeting since he agreed to be our On-Call / Backup support for when Rich is sick or takes vacation days. Aaron and the committee discussed what would be required of him regarding this position, which would be "help desk" duties. Network issues can be handled by Aaron contacting Rich and working through it via phone, or contacting TC Networks. Aaron advised that his fee schedule would be \$50/hour for weekdays and \$80/hour for nights (after 6pm) & weekends. Due to Aaron's personal business, he would appreciate a day or so notice when he is needed to be on-call. Ron suggested that Aaron and Rich get together in the next week to give Aaron a tutorial of how the County's systems work, and we would pay Aaron for that time.

Aaron will draft a contract stating what his fees will be and the services he will provide, and get it to us for signing.

A motion was made by Boyle, second by Wamsley, to approve contracting with Aaron Wolfe to be the IT On-Call/Backup personnel for when Rich is gone or sick, and agree to the \$50/hour weekdays and \$80/hour for nights & weekends. Aaron and Rich will be getting together for a tutorial on the County's systems. Voice vote, motion carried.

There was then a discussion regarding the current billable hours from the IT Department, and the need for more help. Rich is stretched thin and getting behind. He has had some critical issues come up lately, taking up a lot of his time. The committee decided to gather more data, get input from Rich on exactly what he needs, and then look at the possibility of hiring additional part time IT personnel.

(5) **DSL at the Hospital:** This item was tabled to the next meeting. Ron would like Rich to look at installing DSL at the Highway first, in place of their old antenna system. Then we can look at possibly installing DSL at the Hospital in place of their current T1 line, which may be more cost-effective and have more speed.

(6) **WiscNet and AT&T contracts:** The renewal contract for WiscNet was due November 1, 2011. Rich did some testing of the new broadband over the weekend, but ran into some problems. So we are still unable to switch over to the new broadband and discontinue service with WiscNet. After some discussion, a motion was made by Boyle, second by Wamsley to discontinue our contracts with WiscNet and AT&T as soon as we receive word from Rich that he has the new broadband switched over. Voice vote, motion carried.

(8) **IT Policy – regarding Open Records and Social Networking:** Some departments had questions pertaining to Open Records and Social Network sites. The committee reviewed sections pertaining to those items (section 1.0 and 1.15), and felt that there were no changes needed. These findings will be reported back to the individual departments who had questions.

(9) **Update on projects from Rich:** Rich gave us the status of the new broadband switch over, and the problems they are having at the Manor after the installation of their new DSL.

Rich performed testing on the new broadband this past weekend, but ran into problems. A lot of the commands he was expecting to work, didn't, because our version of firewall (Fidora) is so old. When we make any changes to the network he has to take the entire firewall down. And when he takes the firewall down, it also takes the Sheriff's Department TYME system down, which is critical for their department. Therefore, Rich was only able to take the firewall down for short periods of time. Rich will be working with the Sheriff's Department to see when he can do some more testing this week and get the new broadband switched over. [Our version of firewall software is Fidora 5. The most current version available is Fidora 15. Rich will look into updating this in the future, when he gets caught up on other projects.]

The problem at the Manor is now that they are on DSL, the way they connect to the network has changed. Rich took down their network last night to fix a problem they were having with two servers. He is going to be working on rebuilding the network today and loading a server. He will also be working on linking everyone to ACS, but he may have some issues linking the time clock to the network because that will require a VPN.

(10) **IT Vouchers:** Kim presented the IT voucher for this month, which was \$57.74. This voucher included one screen filter for the Hospital, and some tools for the IT Department. Motion by Wamsley, second by Boyle to approve the voucher as presented. Voice vote, motion carried.

(11) **Future Agenda Items:** Update on firewall issue and new broadband here at the Courthouse
Update on IT On-Call/Backup support with Aaron Wolfe
Look into DSL at the Highway and Hospital
Look into backup policy at the Manor

(12) **Next Meeting Date:** December 13, 2011 at 9:00am

(13) **Adjournment:** Motion by Boyle, second by Wamsley, to adjourn the meeting at 10:08am. Voice vote, motion carried.